



## **EXECUTIVE COMMITTEE MEETING AGENDA**

Wednesday, April 17, 2019  
2:00pm-4:30pm, Dean's Conference Room

Attendees: Interim Dean Olevsky; Drs. J. Abraham, P. Lu, C. Mi, J. Supernak; Asst. Dean Garcia, Marcie Morihiro

Interim Dean Olevsky called the meeting to order at: 2:02 pm

### **1. URAD Engineering Update**

Kate Carinder, Senior Director of Development for Engineering, provided the following updates:

i) Engineering fundraising goal has been met for 2018-19; ii) Communications – Kate provided list of giving links for Departments to include in newsletters, websites, e-mails, social media, etc., and will also e-mail the list; iii) Funding Priorities – Kate would like Chairs to send list of labs that have potential for philanthropic naming opportunities. Kate will send an e-mail to the Chairs with the information she needs; iv) Aztec Scholarship Portal – SDSU moving to this system after the Fall 2019 scholarship cycle. 19 of the 23 CSU campuses are using it. Asst. Dean Garcia also added that the College-level Scholarship & Awards Committee will be the core committee for CoE, and the Department-level and programs such as MESA will be subcommittees. The Department Chairs provided Asst. Dean Garcia with their Department Scholarship Committee members and Asst. Dean Garcia will be submitting to the Scholarship Office by May 1<sup>st</sup>, 2019. With the new system, only eligible student applications will be shown for scholarships; and v) Please send Kate a list of potential industry partners that faculty would like to develop a working relationship with and if anyone has contacts at Raytheon & University Mechanical, please let Kate know.

### **2. Presentation on Ombudsman Office**

Dr. Darrell Hess, Student Ombudsman, has been at SDSU for 13 years and serving as Student Ombudsman since January 1, 2019. Dr. Hess gave a presentation of the Office of the Student Ombudsman, covering: i) definition of an ombudsman; ii) the reason SDSU has an Ombudsman; iii) the role of the SDSU Student Ombudsman; and iv) SDSU policy regarding Ombudsman Office. Common issues brought to the Ombudsman Office include, but are not limited to: grade disputes, financial aid, judicial affairs and campus housing. For more information regarding the Ombudsman Office, please visit: [www.sa.sdsu.edu/ombuds](http://www.sa.sdsu.edu/ombuds)

1) A Committee member inquired of Dr. Hess, that given the cases that he has seen for Engineering majors were there any patterns that stood out? Dr. Hess' response was unclear syllabi and issues of communication between faculty and students.

### **3. Voting for 2019 CoE Valedictorian Procedure**

Executive Committee Members and Donovan Geiger discussed the Valedictorian policy which last year had been agreed upon that the student with the highest cumulative GPA would be chosen, but no consideration was made in an event of a tie. For 2019 two students tied with a cumulative GPA of 3.95 in AE & ECE.

Dr. Abraham made the following motion:

“When there is a tie with the cumulative GPA, then we will use the major GPA.”

The Executive Committee Members voted: (3) Yes; (1) No; (1) Abstain

Based on the new criteria Chenxi Chu is the CoE Valedictorian.

### **4. Approval of 4/3/2019 Exec. Comm. Mtg. Minutes**

The 4/3/2019 Executive Committee Meeting Minutes were unanimously approved by all members present.

5. Update on 2019-2020 TT Faculty Searches  
AE – Dr. Lu – AE Propulsion – Offer accepted.  
CCEE – Dr. Supernak - Geotechnical position – Offer accepted; Construction position – Offer accepted  
ECE – Dr. Mi – DSP –Interim Dean Olevsky updated that offer has been verbally accepted and waiting on signed letter; Artificial Intelligence – Offer accepted  
ME – Dr. Abraham – Advanced Manufacturing – Offer accepted; Automation & Control – Offer accepted; Biomedical – Offer accepted.
6. Diversity & Inclusion Update  
Interim Dean Olevsky & Asst. Dean Garcia shared a copy of the CoE SDSU ASEE Diversity and Inclusion Application compiled by Dr. Mahasweta Sarkar and Asst. Dean Garcia, which will be submitted to ASEE by April 30, 2019. Dr. Mahasweta Sarkar and Asst. Dean Garcia are the CoE Diversity Liaisons.  
  
Asst. Dean Garcia made the following motion:  
“For the Executive Committee to accept the current draft and eventual final form of the CoE ASEE Diversity & Inclusion application to be submitted to ASEE for the University Bronze Level.”  
All Executive Committee Members unanimously approved the motion.
7. Review Nominations for \$2K Northrop Grumman Excellence in Teaching Award  
All Department Chairs submitted a 1-page faculty nomination and Executive Committee Members reviewed nominations which will be forwarded to the CoE Scholarship & Awards Committee to choose the (1) final award recipient.
8. CoE Space Issues  
Interim Dean Olevsky provided an update that Building A will be vacated by end of May which keeps CoE summer construction projects on track. Interim Dean Olevsky needs to have a discussion with the Chairs regarding the space needed for the 2020-2021 new faculty hires.
9. Essential Personnel Designations  
Interim Dean Olevsky & Department Chairs discussed the essential personnel designations for each respective Department which will be reported by Friday, April 19, 2019 as requested by SDSU Human Resources.
10. GE Reform  
Asst. Dean Garcia spoke about the e-mails that have been sent to Faculty and Staff regarding GE Reform, either as forums or cafes. Asst. Dean Garcia went to one of the GE Reform meetings yesterday and is encouraging as many of our CoE faculty, staff and students to attend one of the forums or cafes. The purpose of the forums and cafes is to gain input from all SDSU constituents.
11. Senior Banquet  
Asst. Dean Garcia reminded the Committee that the Senior Banquet is Friday, May 17, 2019, and to please encourage their faculty to attend. Asst. Dean Garcia will send the flyer to CoE Faculty & Staff. Asst. Dean Garcia asked the Department Chairs to please nominate or select a student for the Student Leadership Award based on contributions to the Department.
12. Faculty/Course Evaluation Template Follow-up  
Asst. Dean Garcia provided updated copies of the Faculty/Course Evaluation Template and will be turning the evaluations on soon.
13. 2018-19 CoE Important Dates to Remember:
  - **April 23, 2019 (Tue)** – 11:00am-12:00pm – **CoE Faculty Mtg** – Bioscience Center – Gold Auditorium
  - **May 8, 2019 (Wed)** – 8:30am-1:00pm – **Engineering Dean’s Advisory Board Mtg** – TBD – Aztec Student Union
  - **May 8, 2019 (Wed)** – 1:30pm-4:00pm – **2019 Engineering Design Day** – Montezuma Hall
  - **May 17, 2019 (Fri)** – 5:00pm-7:30pm – **Senior Banquet** – SDSU Alumni Center
  - **May 18, 2019 (Sat)** – 5:30pm-7:30pm – **2019 Engineering Commencement** – Viejas Arena
14. Updates on University Administration Meetings  
4/17/19 ADC Meeting
  - 1) Discussion of SDSU moving from Blackboard to CANVAS.
  - 2) University Web Project has been established for compliance with ATI and will be testing all websites on compliance issues.

## 15. Roundtable

Dr. Supernak – 1) Monte's Ping Pong Tournament results – ME freshman won first place; Dr. Supernak second place; and Dr. Sahar Ghanipoor Machiani third place; and 2) AESC placed 6<sup>th</sup> place in the San Luis Obispo Pacific Southwest Competition

Dr. Mi – 1) Dr. Mi is working with Becky Ryan in College of Extended Studies and it's going to be lengthy process for online program as it goes through University and CSU levels of approval. They will help with converting MS Electrical Engineering Program to an online program; 2) Dr. Mi spoke with Dr. Agnes Wong-Nickerson about international programs and CoE should re-visit a 3+2 program from India or China; and 3) ECE is working on a MS in Computer Engineering online program.

Dr. Abraham – Aztec Baja placed 10<sup>th</sup> overall out of 96 universities for the Tennessee Tech Competition and placed 5<sup>th</sup> in endurance race.

Having gone through all of the items on the agenda, Dr. Mi moved and Assistant Dean Garcia seconded, and the meeting was adjourned at 4:24pm.

Minutes submitted by Marcie Morihiro, April 29, 2019.